

SECRET

Security Information

DIARY NOTES

25X1A ADD/A [REDACTED] 7 January 1953

25X1A9a 1. [REDACTED] Office of Training, called and wanted permission to bring on duty eight maids who are going to be used at [REDACTED]. With assurance that the revised T/O for [REDACTED] had been concurred in by everybody, including Personnel, and merely awaited my signature, I granted this permission. 25X1A6a 25X1A6a

25X1A9a 2. Met with Messrs. Meloon, [REDACTED] to discuss implementation of the new GHI Insurance Program. Decided to transfer responsibility for this Program from the Comptroller to the Assistant Director (Personnel) and directed that the changeover become effective on 1 March. Instructed George Meloon to take the necessary action to prepare for this added responsibility. H

25X1A9a 3. Discussed "administrative planning" and three specific project plans with [REDACTED]. During the course of the conversation I emphasized that I did not like to have a case officer signing off on large expenditures and, where possible, thought that we should write our plans so that the division chief, or his deputy, signed off on them. In addition, I indicated my disapproval of the use of the terms "operational approving officer" and "headquarters" (inasmuch as they both leave large margins for ambiguity) and stated that more specific designations should be made in the future. There are certain other general principles which we will iron out as time goes on. H 25X1A

25X1A 4. Met briefly with [REDACTED] to discuss the "Bill Jackson Committee." Have designated [REDACTED] as a project officer to handle it. Later in the day went to the Public Buildings Service to talk about space. Believe that the Committee would be well advised to accept a whole residence which will be vacated on the 15th of January by the President's Commission on the Health Needs of the Nation. The building is scheduled to be turned back to its owner, and it will accommodate the Committee nicely. They would have it all to themselves and I am going to urge that they take it. I have an appointment to show it to [REDACTED] tomorrow morning about 9:00 a.m. 25X1A9a

25X1A 5. Mr. Minot of Senator Saltonstall's Office called to request that I come to see the Senator tomorrow morning at 10:15 a.m. in order that we might discuss any suggestions which I might have for the professional staff of the Senate Armed Services Committee.